

## **Payroll Administrator – Prestigious Global Hedge Fund – Hybrid Working Flexibility - Large comp package**

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Company: Mondrian Alpha

Location: London Area

Category: other-general

My client a global market leading Hedge are looking to hire a Payroll Administrator into a newly created position within their Finance team. The hire will join as part of the finance team, interacting heavily with the benefits and accounting teams. The hire will take on ownership of aspects on the payroll process from the finance professional currently managing the function. This includes managing the internal payroll as well as acting as taking ownership of the relationship with external vendors and internal employees (as well as assessing and managing the quality the external providers work). The role presents the hire with the option of improving the process by acting as lead on automation, streamlining and build-out projects. The position offers the opportunity to work on a flexible working week and build out an independent payroll function over time. The hire will also have the option to improve their technical skills through fully subsidized training courses on coding languages and tools should he/she wish to do so. My client is flexible with regards to academic requirements, however, a degree in course such as accounting or Finance would be strongly preferred. The hire must have a degree of experience assisting with or processing payroll within the UK- in-house and managing outsourced vendors and be willing to take on internal stakeholder management responsibilities. An understanding of payroll processes in other jurisdictions (APAC and/or EMEA) would be useful. The hire will also grow their skillset as a payroll professional through working on software implementation projects. The hire will play a key role in internal stakeholder management, and act as the go-to person for senior management. This is an important hire for the firm and the client is paying up to £90K basic

salary, with a large % of base achievable as an annual bonus for a top performer. The firm also offers a benefits package which includes excellent private healthcare and pension contribution.

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